

GRANT APPLICATION CHECKLIST

FISCAL ASSISTANCE MATCHING GRANT APPLICATIONS ARE ACCEPTED BY THE DIVISION OF PARKS AND RECREATION FROM MARCH 15TH THROUGH MAY 1ST OF EACH YEAR.

THE FOLLOWING MUST SUBMITTED FOR ALL DIVISION FISCAL ASSISTANCE PROGRAMS:

TWO COPIES OF THE FISCAL ASSISTANCE APPLICATION.

TWO COPIES OF THE APPROPRIATE PROGRAM SUPPLEMENTAL APPLICATION FORM. (For each program being applied for.)

TWO COPIES OF A DETAILED PROJECT COST ESTIMATE Proposed project expenditures should be listed in detail. Describing each project component identified within the scope of the proposal. Only items listed in this detailed cost estimate will be eligible for cost sharing under the fiscal assistance agreement.

TWO COPIES OF AGREEMENTS (If applicable.) - Submit agreements with any other agency, individual, group or corporation that may participate in this project or may be involved in future operation and maintenance of the facility.

TWO COPIES OF MAPS Submit a city/county/topo map showing the location of the proposed project. (Maps should be black and white and no larger than 8 ½ x 11 inches.)

TWO COPIES OF APPRAISAL REPORT (Land acquisition projects only.)

TWO COPIES OF A MASTER PLAN showing existing and proposed recreation and non-recreational development, clearly identify the boundaries of the area in which the proposed development will occur. (Riverway Enhancement applications only.)

TWO COPIES OF NON-PROFIT CERTIFICATION FROM THE STATE OF UTAH under Title 16, "Utah Nonprofit Corporation and Cooperative Association Act. (Project sponsors for OHV Program funds and Recreational Trails Program funds who are "organized user groups".)

*** If all of the above information is not submitted, fiscal assistance application(s) may be rejected.**